**NDCN Public Engagement Fund Application Form**

***Please see guidance notes below***

*Please complete Section 1 and forward to* [*communications@ndcn.ox.ac.uk*](mailto:communications@ndcn.ox.ac.uk) *. Your application will be considered by the NDCN Public Engagement and Communications Committee.*

**Why is public engagement important for the Nuffield Department of Clinical Neurosciences?**

* If we involve the public in our research, our work will be more responsive to society, and society will benefit more from its applications.
* If we work in schools and with young people, we may inspire them to pursue careers in science.
* Public engagement with research is a priority for our Department’s major funders, and an important method of achieving research impact.
* Public engagement can raise the profile of research among key opinion leaders.
* Involving the public in research can bring new perspectives.

**Section 1 – to be completed by you**

|  |  |
| --- | --- |
| Name: | |
| Manager/Supervisor: | |
| Have you ever received funding specifically for public engagement activities before? Yes/No  If yes, was this from the Department or another source? | |
| Summary of the research that will be the main focus of the public engagement activity (150 words): | |
| Summary of your planned outreach activity, including intended audience, venue details (300 words): | |
| Resources required (e.g. volunteers/equipment): | |
| How do you plan to evaluate the activity? | |
| Signed: | Date: |

**Section 2 – to be completed by the Communications Committee**

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| Funds granted: Initials: Date: |

***Guidance notes***

The Department has an annual public engagement fund of £10,000, to which members of staff can apply for a maximum of £1000 (only one application per group per year).

We particularly welcome applications focusing on innovative activities that have the potential to result in a high degree of meaningful interaction between researchers and the public.

What sort of activities count as ‘outreach’?

* Activities in schools
* Citizen science projects
* Representation on panels/committees that engage the public
* Collaboration on arts/creative projects that address the public and wider stakeholders
* Inviting MPs and other officials to special panels/discussion sessions
* Stands or interactive activities at public exhibitions/science festivals
* Public tours or open days in our facilities
* Patient and public involvement (e.g. patient days/consultation about research)
* Preparation of online material for the public (e.g. blogs/webpages/podcasts/videos)

**NB** We will not fund public talks unless they have a highly interactive component. We will not fund bids for stationery/branding.

See www.ndcn.ox.ac.uk/public-engagement for some examples of outreach undertaken by members of our Department.

***Judging Criteria***

* The number of people who will be ‘engaged’
* The level of actual engagement/interaction
* The novelty of the activity
* The type of audience
* The potential to attract media attention
* Whether the applicant has previously received funding for public engagement either from the Department or another source
* The breadth of NDCN research that will be covered in the activity and how the activity raises the profile of NDCN.